

S E C R E T

READ & DESTROY

21 June 1984

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:

Acting Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
Period Ending 21 June 19841. Progress Report on Tasks Assigned by the DCI/DDCI:25X1 No tasks assigned during this reporting period. 2. Items or Events of Major Interest that have Occurred
During the Preceding Week:

a. Quality of Life: Capital Hill Tile received the award to retile the entire ground floor corridor area and the basement C elevator area. The tile to be installed is Armstrong Excelon in cork color on the ground floor and paprika color in the basement. All work is expected to be completed by 2 July.

b. Hydraulic Barricades: Staff members of the Architectural Design Staff, OL, met with representatives of Delta Scientific Corporation and Hardesty, Incorporated, the contractor for the hydraulic barricade installation, on Friday, 15 June. Installation has now begun at the Route 123 entrance to the Headquarters compound.

c. Northside Utility Line Project: There was a steam outage on the Headquarters compound site on 16 June 1984 to allow the contractor to complete the new Northside steam line installation in the Printing and Photography building and install a bypass line in the power plant. The steam and condensate lines are currently under test by the contractor prior to being placed in service.

S E C R E T

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25X1

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f. Increasing Customer Materiel Requirements: The period of June 10 through 16 marked a record week for Supply Management Branch, OL, in the number of line items processed (3,416) and the percentage of issues from stock (52 percent). A comparison with statistics for the same period in FY-83 show an increase of 46 percent in line items processed. The weekly average for FY-83 is 1,900 and for the eighth month period of FY-84 is 2,350. The average share of issues from stock versus procurement is 35 percent.

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h. New Building Photographic Support: OL has requested a 16mm color movie documenting construction progress on the new building. The movie will coincide with all phases of construction activity using time-lapse photography. Members of the Motion Picture/Television Center, Photography Branch, OL, began filming the tree removal operations on Saturday, 16 June.

S E C R E T

Page Denied

S E C R E T

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n. New Building Project - Roads: A meeting of the CIA Traffic Advisory Committee was held on 14 June. The pending traffic management agreement between CIA and the State of Virginia was presented and the consultant presented preliminary road designs and discussed the beneficial impact of the traffic management agreement.

New Building Project - Construction: Fencing is to be complete within the next week and clearing for the security checkpoint will commence. Excavation equipment is moving on site to begin more next week. The first employee of the design firm reported to the site to assist the Agency with construction administration. [redacted]

3. Significant Events Anticipated During the Coming Week:

a. New Building Project: A hearing before the National Capital Planning Commission will be held on 28 June. The purpose of the hearing is to gain final approval of all onsite designs. Discussion is expected to focus on the status of offsite road improvements. As in past hearings, some press coverage is expected. [redacted]

b. Quality Circle Leadership Training Course: A three-day Quality Circle Leadership training course will be conducted by Dave Francis of Interspan, Incorporated for selected Printing and Photography Division, OL, personnel of the second and third shifts on 19 through 21 June. [redacted]

c. TDY [redacted] Officers from OL and OTE will escort [redacted] Chief, Administration Group, Office of the Comptroller, to [redacted] 26 and 27 June. [redacted]